- b. Six months prior to completion of the PMs tour, the organizations that fall within the designated geographical preference of the rotating civilian PM will be required to identify vacant positions and provide position descriptions (PDs) for those vacancies. For example, if there are four civilian PMs rotating in Fiscal Year 2007 (FY07), duty stationed in Huntsville, Alabama, and all four wish to remain in Huntsville, only the organizations in that general locale will be obligated to participate in the Post-Utilization Program for FY07. The ASA(ALT), PEO, and DRPM organizations identified according to the PMs choice of locale will identify vacant leadership positions for PM post-utilization assignments and submit the PDs to the ASA(ALT) for approval using an established format (currently under development). If disapproved by the ASA(ALT), the organization must submit another PD.
- c. Four months prior to completion of the PMs tour, the USAASC will send the resumes and ACRBs of all rotating civilian PMs to the appropriate ASA (ALT), PEO and DRPM organizations for review and consideration. Any ASA (ALT) organization wishing to hire a PM must advise of intent within a 30-day timeframe.
- d. Three months prior to completion of the PMs tour, the USAASC will send all resumes and ACRBs of rotating civilian PMs to DoD organizations for review and consideration. Any DoD organization wishing to hire a PM will have 30 days to advise USAASC of their intent.
- e. Sixty days prior to completion of the PMs tour the ASA(ALT), in concert with the impacted ASA(ALT), PEO or DRPM organization, will selectively freeze positions and/or direct placement of all remaining rotating civilian PMs until each is properly placed in a post-utilization assignment.

This policy is effective immediately. My point of contact is Ms. Cherri Wright, Commercial (703) 805-1016, DSN 655-1016, or e-mail: cherri.wright@us.army.mil.

Claude M. Bolton, Jr.
Assistant Secretary of the Army
(Acquisition, Logistics and Technology)

Enclosure